

**MINUTES OF
CITY OF DUVALL
COUNCIL MEETING
October 25, 2007
7:00 P.M. - Duvall Fire Station**

Council Workshop 6:00 PM: 2008 Budget Workshop – Dianne Nelson

The City Council Meeting was called to order by Mayor Ibershof at 7:06 P.M.

Council Present: Gérard Cattin, Jeffrey Possinger, Dianne Brudnicki, Elizabeth Walker, Glen Kuntz.

Staff Present: Steven Leniszewski, Cari Hornbein, Glenn Merryman, Dianne Nelson, Doreen Booth, Bruce Disend, Jodee Schwinn.

I. Additions or Corrections to the Agenda:

Under Consent Agenda add: Payroll Checks #3501-3511, 3513-3517 in the amount of \$151,374.70; Claims Checks #3520-3614, 3512, 3518 in the amount of \$150,857.77; and excusing the absence of Councilmember Gary Gill; Under Staff Reports remove John Lambert. Under Council add Councilmember Cattin. Under New Business add Item #2 – Discussion of 2008 Preliminary Budget; Under Committee Reports remove Finance Committee and Safety Committee.

II. Adoption of Council Agenda:

It was moved and seconded (Possinger-Walker) to adopt the Council Agenda. Motion carried. (5 ayes).

III. Comments from the Audience:

There were no comments from the audience.

IV. Approval of Consent Agenda:

It was moved and seconded (Possinger-Kuntz) to approve the consent agenda which included Payroll Checks #3501-3511, 3513-3517 in the amount of \$151,374.70; Claims Checks #3520-3614, 3512, 3518 in the amount of \$150,857.77; Excusing the absence of Councilmembers Heather Page and Gary Gill; and approving the Council Meeting Minutes of 10-11-07. The Motion carried. (5 ayes).

V. Presentation: None

VI. Scheduled Items:

1. Mayor: Mayor Ibershof announced that next week he will be talking to four 1st grade classes, roughly 120 students, regarding civic responsibility. Tomorrow Mayor Ibershof reported he will be going to an Economic Development Summit with the Economic Development Director at Snoqualmie. He is looking forward to the ideas that will be shared at that meeting.

2. Committee Reports:

a. Land Use Committee: There was no report.

b. Public Works Committee: Councilmember Gérard Cattin reported that the Committee discussed a proposal from AT&T to place a cellular tower on top of the water tank near the Cedars neighborhood. He commented that it is an interesting proposal that would service the police and the community. The Committee gave the initial ok to the Public Works Director to start looking at negotiations for it. The Committee also discussed the City's fuel tank pads.

c. Economic Development Committee: Councilmember Dianne Brudnicki reported that the Committee met on October 13th and October 17th. On October 11th they met with the Chamber President and Vice President. The Chamber is interested in having a visitor center in Duvall. The Committee discussed changing its name to *Destination Duvall*. They also previewed the new Snoqualmie Valley Tourism website. They reviewed the Economic Development Marketing Plan, and the Snoqualmie Valley Trail Plan. The Committee discussed opportunities to buy retail data. They also reviewed a staff proposal for use of the Depot Building. Dianne reported that she is also going house to house in Duvall conducting an informal survey regarding economic development.

3. Council: Councilmember Cattin gave an update on the Eastside Transportation Partnership Meeting he recently attended. The ETP Chair had asked each representative to report the results of each of their Council's decision to take an official position on the transportation measure that will be on the November Ballot. He reported that only two cities took official positions on the transportation measure. Councilmember Cattin also reported that Puget Sound Regional Council indicates that there appears to be a shift in the demographics regarding traffic and single occupancy vehicles trips within King County. Overall, the region is experiencing an increase in walk and transit trips, and a corresponding decrease in car travel.

4. Staff:

a. Glenn Merryman, Carnation-Duvall Police, introduced Lieutenant Jeffrey Anspaugh. Lieutenant Anspaugh has been recently hired as the Operations Lieutenant for the Carnation-Duvall Police Department. Chief Merryman also gave an update on the City's Employee ID Card program. He also distributed samples from the City's new Employee Evaluation Program Software that will be being implemented soon. Chief Merryman gave an update on the fuel tank project and the installation of new emergency generators

for city facilities. He explained that some additional funding is needed to complete installation of the emergency generators. He emphasized that the entire project is still under \$60,000, but that he would like the City Council's support in spending the additional funds.

It was moved and seconded (Kuntz-Cattin) to move forward with Chief Merryman's proposal regarding the generators so that the City will be ready for any winter weather conditions that may happen in the coming months. Carried. (5 ayes).

b. Cari Hornbein, Planning Director/City Hall Administrator, reported that three consultants have been selected to be interviewed next week for the City's Park Plan Update. She also reported she would like to hold a joint workshop with the Planning Commission and the City Council sometime in January to go over the Planning Department's work plan for 2008. She reported that they have received the King County Buildable Lands report and that Todd Hall will be giving a presentation on it at the next City Council Meeting. Cari also reported that progress is being made on the City's new permit tracking system. The plan is to go live with the system by the end of the year.

c. Steven Lensizewski, Public Works Director, gave an update on the Big Rock Ball Field project and the Duvall Tech Center Roof project. He also reported that he will be meeting with the Puget Sound Regional Council tomorrow to discuss the Main Street Project and the \$475,000 in grant funding. He reported the Public Works Department has been busy preparing for the winter weather, everything is up and running and ready. Steven announced that an Open House will be held at the YMCA/Glen Kuntz W.R.E.C.K. Center on Wednesday, November 14th, from 5:00 p.m. to 7:00 p.m. The purpose of the open house is to gather what interest there may be from local community groups in expanding the use of the space as a Community Center. Lastly, Steven reported that Public Works Crew Member and volunteer firefighter, Sean Ansell, has taken a leave of absence to go to Southern California and assist in fighting the wildfires that are burning there.

d. Dianne Nelson, Finance Director, reported that at the next Council Meeting she will be bringing forward the property tax levy ordinance, an updated Utility Billing Leak Adjustment policy, a resolution updating the City's Cash Fund Authorizations and the contract extension for the City Attorney. She reported that before the end of the year she will be bringing the Duvall Library lease extension forward, an ordinance updating a housekeeping item in the municipal code, and the final Budget Amendment will be brought forward at the second meeting in November.

e. Doreen Booth, Economic Development Director, gave a report on economic development activities. Doreen explained that her mission as the Economic Development Director is to bring new businesses to Duvall and to help existing businesses thrive and grow. She explained that all her projects and activities are geared to meet one of those two missions. She discussed what is involved in bringing businesses to Duvall; bringing businesses to existing space and marketing future space to companies. For the existing businesses, Doreen is cold calling some companies and using referrals to talk to others.

For future space, Doreen is working with developers to create flyers she can take to companies. She will be marketing Duvall as a satellite office location to large Bellevue and Redmond employers. Doreen also discussed how to help existing businesses thrive and grow. That strategy is also two pronged; bringing people who live in the area to Duvall to shop more often and for more goods and services and bringing tourists in to shop, eat, etc. In terms of getting more people in the area to town, the business map, the new homeowner packet and conversations with Trilogy about marketing Duvall and the beginning of the strategy. In terms of tourism, working with the upper valley chamber and cities on marketing the Snoqualmie Valley as a whole is underway. That includes our purchase of wayfinding signs, Carnation's purchase of such signs next year, joining the www.snoqualmievalleytourism.com web site, creating a Snoqualmie Valley Trail map and more. For tourism, eco tourism is one avenue. Doreen then talked about the city's economic strategic plan and passed out the goals and policies of the plan. She encouraged the councilmembers to read the handout. She also talked about projects for next year, including creating business recruitment and retention strategies. She then talked about other activities she is involved in that bring people to town, including using the Depot building as a community art center, the Farmers Market, Quilt Show, Movies in the Park, and SummerStage.

VII. Public Hearing: *None*

VIII. New Business:

1. (AB07-68) Update on Negotiations of Interlocal Agreement with the City of Carnation for Police Services. Chief Merryman reviewed the contract extension for police services for the City of Carnation. The Carnation City Council and the community are very happy with the services that have been provided.

2. Discussion of the 2008 Preliminary Budget.

Council discussed the funding for the Depot Building for 2008. Steven Lensizewski stated he would know by the November 8th Council Meeting whether or not a roof replacement is needed. Council approved the \$7,500 for the operations of the Depot Building. They will wait to hear from Steven before deciding on the final Capital Improvement expenditure.

IX. Executive Session: *None*

X. Adjournment:

*It was moved and seconded (Cattin-Kuntz) to adjourn. Motion carried. (5 ayes).
Meeting Adjourned 8:51 p.m.*

Signed _____
Mayor Will Ibershof

Attest _____
Jodee Schwinn, City Clerk